

VERSION DESCRIPTION DOCUMENT FOR THE NASA PERSONNEL/PAYROLL SYSTEM

Tables Release 1.78

PrISMS Contract
04/29/99



National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, AL 35812

**VERSION DESCRIPTION DOCUMENT
FOR THE
NASA PERSONNEL/PAYROLL SYSTEM
TABLES RELEASE 1.78**

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

April 1999

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Approved by

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
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1.0 INTRODUCTION

This Version Description Document (VDD) identifies the exact version of the National Aeronautics and Space Administration (NASA) Personnel/Payroll System (NPPS) software and NPPS core tables released for installation/implementation.

1.1 IDENTIFICATION OF RELEASE

System Name: NPPS

Release Number: Tables Release 1.78

Release Date: April 29, 1999

Release Effective Date: This release must be implemented after Payroll Initialization, CA00006, is run for the Pay Period ending April 24, 1999.

The release datasets will be made available to the production support DBA for installation, at which time all centers will be notified that it has been installed.

1.2 PURPOSE OF THE RELEASE

The purpose of this release is to implement the table changes allocated to table Release 1.78. The detailed description of the release is specified in Appendix C, Functional Change Validation Procedures and Description of All Changes.

1.3 SCOPE OF THE RELEASE

This release provides the functional and technical user of NPPS with information regarding changes to the content and status of the NPPS Tables Release 1.78, including the following:

- Changes to core tables since the last release
- Detailed table installation procedures
- Validation procedures to ensure the reliability of the table changes

No waivers are associated with this release.

1.4 CONTACT POINTS

Sustaining Engineering Support for Agencywide Administrative Systems (SESAAS) provides sustaining engineering for NPPS through the NASA Automated Data Processing (ADP) Consolidation Center (NACC) Technical Services Center located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed to:

The NACC Technical Services Center, using the following Key Words: SESAAS and NPPS.

Telephone: (256) 544-6673

E-Mail: james.joyner@msfc.nasa.gov

FAX: (256) 544-1836

2.0 FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

No functional changes have been made for this release. Validation Procedures and descriptions of all changes related to this release are included in Appendix C.

2.2 FUNCTIONAL INTERFACES

Not applicable

2.3 CRITICAL ISSUES

Not applicable

2.4 AFFECTED DOCUMENTS

Not applicable

2.5 APPLICATION SYSTEM ADMINISTRATION

Not applicable

3.0 TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration.

3.1 TECHNICAL SYSTEM INTERFACES

Not applicable.

3.2 DATA DICTIONARY CHANGES

Not applicable.

3.3 SOFTWARE OBJECT CHANGES

Not applicable.

3.4 DATABASE ADMINISTRATION

This section describes the Database Administration activities for NPPS.

3.4.1 Release Dataset Names

The dataset names for Tables Release 1.78 have been provided to the production support DBA. The dataset names are included in the Introduction of Appendix D, Installation Instructions.

3.4.2 Inventory Of Objects

An inventory of objects is described in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4.3 Storage Considerations

Not applicable

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions, for detailed installation procedures. Review member \$README in the data set for detailed table installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedures described in Section 3.4.4 for assistance in preparing for proper installation and operational use of the release.

APPENDIX A

ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

ADP	Automated Data Processing
CCR	Change Control Request
CPO	Consolidated Payroll Office
CT	Compensatory Time
CTE	Compensatory Time Earned
CTU	Compensatory Time Used
DBA	Database Administrator
DR	Discrepancy Report
FAX	Electronic Facsimile Transmission
HQ	NASA Headquarters
HR	Human Resources
HRS	Hours
ICD	Interface Control Document
ID	Identification
IRM	Information Resources Management
JCL	Job Control Language
MSFC	Marshall Space Flight Center
NACC	NASA ADP Consolidation Center
NASA	National Aeronautics and Space Administration
NDM	Network Data Mover
NOAC	Nature Of Action Code
NPPS	NASA Personnel/Payroll System
OPM	Office of Personnel Management
RC	Requirements Change

SESAAS	Sustaining Engineering Support for Agencywide Administrative Systems
SRS	System/Software Requirements Specification
SSN	Social Security Number
T&A	Time and Attendance
TSP	Thrift Savings Plan
VDD	Version Description Document
YTD	Year To Date

APPENDIX B

GLOSSARY

GLOSSARY

Consolidation Center

Responsibility for processing and balancing payroll for all centers in the consolidated database.

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION PROCEDURES
AND DESCRIPTION
OF ALL CHANGES

VALIDATION PROCEDURES TABLES RELEASE 1.78

This release requires no functional change. The tables affected by this release are listed below along the applicable validation procedure.

1. **99000002 – TFEGLI**
 - A. **Purpose:** To update existing FEGLI enrollment codes and add new enrollment options as described in OPM's Benefits Administration Letter dated December 29, 1998 (*BAL 98-210*).
 - B. **Validation** – Access the *TFEGLI* table, place a "b"(browse) in Function, then verify FEGLI enrollment codes match those in OPM's *BAL 98-210*.
2. **99000018 – TLIFE**
 - A. **Purpose:** To update life insurance options and age bands as described in OPM's Benefits Administration Letter dated February 10, 1999 (*BAL 99-204*).
 - B. **Validation** – Access the *TLIFE* table, then verify new and modified FEGLI enrollment codes are present as "Elections and Options" and that there are nine (9) age groups rather than seven (7) .
3. **99000021 – TFEHB**
 - A. **Purpose:** To delete Federal Employees Health Benefit codes for health plans that are no longer available.
 - B. **Validation** – Access the *TFEHB* table, then verify health plan codes 3Z1 and 3Z2 (WellChoice) are no longer available.
4. **99000027 – TDEGSCH**
 - A. **Purpose:** To change the name of Athens State College (01001008) to Athens State University.
 - B. **Validation** – Access the *TDEGSCH* table, then verify the School Code 01001008 reads, "Athens State University".
5. **99000028 – AGENCY and TINSTAL1**
 - A. **Purpose:** To change the name of Lewis Research Center to Glenn Research Center.
 - B. **Validation 1** – Access the *TAGENCY* table, then verify the Agency name for Agency Code NN22 reads, "NASA, Glenn Research Center".
 - C. **Validation 2** – Access the *TINSTAL1* table, then verify the Installation name for Installation Code 2200 reads, "Glenn Research Center".

6. **99000030 – TCOMENT**
 - A. **Purpose:** To add new Comment Code for SES, SF278.
 - B. **Validation** – Access the *TCOMENT* table, then verify Comment Code I59 reads, “SF278 furnished and must be filed within 30 days of the Effective Date of this action”.
7. **99000031 – TFEHB**
 - A. **Purpose:** To delete Federal Employees Health Benefit codes for health plans that are no longer available.
 - B. **Validation** – Access the *TFEHB* table, then verify the health plan codes 5J1 and 5J2 (HIP Health Plan) are no longer available.
8. **99000033 – TPAYMSG**
 - A. **Purpose:** To change Message Number 9012 to correspond to new Federal Employees Group Life Insurance (FEGLI) requirements.
 - B. **Validation** – Access the *TPAYMSG* table, then verify Message Number 9012 reads, “*** Life Insurance Age Group is invalid (not 1 – 9)”.
9. **99000035 – TFEHB**
 - A. **Purpose:** To delete Federal Employees Health Benefit codes for health plans that are no longer available.
 - B. **Validation** – Access the *TFEHB* table, then verify the health plan codes Q31 and Q32 (DayMed Health Maintenance Plan) are no longer available.
10. **99000037 – TAUTH**
 - A. **Purpose:** To modify descriptions for Authority Codes specified in Update 30 of the *Guide to Processing Personnel Actions*.
 - B. **Validation** – Access the *TAUTH* table, then verify Authority Codes ZTU, ZQM, and ZSM read as follows:
 - ZTU: 28 U.S.C. 602
 - ZQM: 31 U.S.C. 732(g)
 - ZSM: 5 U.S.C. Chapter 84
11. **99000038 – TCOMENT**
 - A. **Purpose:** To modify text of Comment Code B45 as specified in Update 30 of the *Guide to Processing Personnel Actions*.
 - B. **Validation:** Access the *TCOMENT* table, then verify Comment Code B45 reads, “You may change health benefits enrollment within 60 days after the effective date

12. **99000039** – *TFEHB*

- A. **Purpose:** To delete Federal Employees Health Benefit codes for health plans that are no longer available.
- B. **Validation:** Access the *TFEHB* table, then verify the health plan codes XR1 and XR2 (Health Power HMO) are no longer available.

13. **99000041** – *TDTYSTN*

- A. **Purpose:** To add new Duty Station for Charlottesville, Virginia.
- B. **Validation:** Access the *TDTYSTN* table, then verify Duty Station 510000540 for Charlottesville, Virginia is present.

14. **99000042** – *TLOA* and *TDTYSTN*

- A. **Purpose:** To add Locality Adjustment Indicator for Occupational Code 1811 in Duty Station for Edison, New Jersey.
- B. **Validation 1:** Access the *TLOA* table, then verify Locality Adj Indicator for Pay Plan GS and Occ Code 1811 is present as shown below.

Duty Stn: 34\$\$\$\$023
Pay Plan: GS
Occ Code: 1811
LOA Ind: 47
LEO/IGA %: 16.00
LOA %: 10.55

- C. **Validation 2:** Access the *TDTYSTN* table, then verify Duty Station 340844023 for Edison, New Jersey is present.

15. **99000043** – *TCOMENT*

- A. **Purpose:** To add new Comment Code B70.
- B. **Validation:** Access the *TCOMENT* table, then verify Comment Code B70 reads, "You made a life insurance open enrollment election under Public Law 105-311. Your election will be effective the first day of the pay period beginning on or after April 23, 2000, which immediately follows one in which you were in a pay and duty status."

NASA PERSONNEL PAYROLL SYSTEM RELEASE DESCRIPTION TABLES RELEASE 1.78

The purpose of this release is to implement the changes allocated to tables release 1.78 described below.

TABLES RELEASE 1.78

RC 1620s IMPLEMENTED

Control #	Table	Action	Description
99000002	TFEGLI	Add new	FEGLI codes
99000018	TLIFE	Modify life insurance options and add new age bands	
99000021	TFEHB	Delete canceled	FEHB codes
99000027	TDEGSCH	Modify existing	School Code name
99000028	TAGENCY	Change name of	Lewis Research Center
	TINSTAL1	Change name of	Lewis Research Center
99000030	TCOMENT	Add new	Comment Code
99000031	TFEHB	Delete canceled	FEHB codes
99000033	TPAYMSG	Modify	message
99000035	TFEHB	Delete canceled	FEHB codes
99000037	TAUTH	Modify	Authority Code descriptions
99000038	TCOMENT	Modify	Comment Code text
99000039	TFEHB	Delete canceled	FEHB codes
99000041	TDTYSTN	Add new	Duty Station
99000042	TLOA	Add	Locality Adjustment Indicator
99000043	TCOMENT	Add new	Comment Code

***** RECORD COUNT = 15

APPENDIX D

INSTALLATION INSTRUCTIONS

INSTALLATION INSTRUCTIONS FOR NPPS TABLE RELEASE 1.78

Introduction

Release Identification:

System Name -	NPPS
Release Number -	Release 1.78
Release Date -	April 29, 1999
Release Effective Date -	April 25, 1999

Release Implementation Date: This release must be implemented after Payroll Initialization (job CA00006) is run for the Pay Period Ending April 24, 1999.

Release Inventory:

Dataset Names:

AIMS.NPPS.PROD.RELT178.REL0499.DOC

The allocation requirements for this dataset are:

VOLUME:	Site determined
ORG:	PO
RECFM:	FB
LRECL:	80
BLKSIZE:	4000
TRKS:	2

AIMS.NPPS.PROD.RELT178.REL0499.TBL

The allocation requirements for this dataset are:

VOLUME:	Site determined
ORG:	PS
RECFM:	VB
LRECL:	27994
BLKSIZE:	27998
TRKS:	32
RECORD COUNT FILE 230:	1455
RECORD COUNT FILE 237:	19243

Physical media:
VDD

In case of installation problems contact the NACC Technical Services Center (Use following Key Words: SESAAS & NPPS):

Telephone: (256) 544-6673
E-Mail: james.joyner@msfc.nasa.gov
Fax: (256) 544-1836

Note: Federal Telecommunication System communications are not available.

INSTALLATION SEQUENCE

Installation is to occur in the following sequence:

- 1.0 Install Core Tables
- 2.0 Special Instructions

1.0 INSTALL CORE TABLES

Perform the following procedures to implement the modifications to NPPS Core Tables.

Load NPPS tables from AIMS.NPPS.PROD.RELT178.REL0499.TBL into the ADABAS table files NPS2-PER-TABLES (file #237) and NPS2-PAY-TABLES (file #230) using the ADABAS ADASAV utility.

```
ADASAV RESTORE OVERWRITE  
ADASAV FMOVE=230,237
```

2.0 SPECIAL INSTRUCTIONS

2.1 UPDATE NORMAL BASE LINE

Execute normal recalculation job, CA00009, to recalculate the normal base line.

2.2 UPDATE NPPS RELEASE NUMBER

The following process will update the NPPS table release numbers.

1. Execute program TOOLVRSN from the Natural Command line.
2. Enter "1.78" for table version. The software version remains the same.
3. Press ENTER; a confirmation message displays.
4. Press PF3 to exit the program.